FIRST 5 CALIFORNIA CHILDREN & FAMILIES COMMISSION

March 20, 2003
Water Resources Building
1416 Ninth Street
Auditorium – 1st Floor
Sacramento, CA 95814

Agenda Item 1 -- Call to Order.

• The meeting was called to order by Chair Reiner at 9:10 a.m.

Agenda Item 2 -- Roll Call

• Present were Commissioners Kim Belshé, Louis Vismara, Sandra Gutierrez, Alice Walker Duff, Ex-Officio Genie Chough and Chair Reiner.

Agenda Item 3 -- Approval of Minutes, February 20-21, 2002 State Commission Meeting

Action by Commission: The vote to approve the minutes passed unanimously.

Agenda Item 4 – Chairman's Report

Chairman Reiner welcomed new Commissioner Alice Walker Duff who was appointed by Assembly Speaker Herb Wesson to replace Karen Hill-Scott. Commissioner Walker Duff is Executive Director of Crystal Stairs, a child care resource and referral and alternative payment program in Los Angeles. Chair Reiner noted her extensive background as a child care advocate and service provider.

Chairman Reiner reported on recent events related to "Covering the Uninsured." Below is a brief report on his remarks:

- Several events took place this month to highlight the need to "cover the uninsured." In Washington, DC, March 5 was the national launch date of "Cover the Uninsured Week" and in Los Angeles and many other cities, March 10 marked the beginning of the launch in California. Throughout the country, dozens of town hall meetings took place.
- "Cover the Uninsured Week" is an unprecedented national and local effort to raise awareness of the plight of the nation's uninsured. Former Presidents Gerald Ford and Jimmy Carter serve as the national Honorary Co-Chairs of the effort.

- These events coincided with a report released by the Robert Wood Johnson Foundation that disclosed the following facts:
 - o Nationally, 8.5 million children under the age of 18 are uninsured.
 - o Uninsured children are seven times more likely to go without needed medical care than children who have health insurance.
 - o Parents of uninsured children are seven times more likely to not fill or delay filling prescriptions compared with parents of insured kids.
 - Nearly three-quarters of families with uninsured children do not have access to employer-sponsored health coverage for their kids. That's despite the fact that 8 out of 10 uninsured children live in households where at least one adult works full-time.
 - Nationally, three-quarters of uninsured children (about 6 million) are eligible for free or low-cost coverage through Medicaid or the State Children's Health Insurance Program (what we call Healthy Families in California).
 - o 75 million Americans, including 11 million California residents, were uninsured at some point during the two-year period of 2001-2002.
 - O A report released by the UCLA Center for Health Policy Research, based on new health data from the 2001 California Health Interview Survey (CHIS), corroborates the RWJ data. It reveals that one in five Californians had no coverage for some or all of 2001 and that 56% of the uninsured were uninsured for more than a year.
- Participation at the L.A. meeting clearly reveals the seriousness of the uninsured issue: the meeting was attended by a broad coalition of divergent individuals and local organizations, including business owners, doctors, nurses, insurance executives, elected officials, and uninsured families all making the case for the need for the issue to take center stage and for something to be done.
 - Speakers included former Los Angeles Mayor Richard Riordan, LA County chief medical officer Thomas Garthwaite, Patty DeDominic, chairwoman of the California Chamber of Commerce Committee on Health Care Reform, Dr. Robert Ross with the California Endowment, Rob Reiner, and others.
 - Los Angeles County is at the center of the crisis, with more uninsured people than most other parts of the country. That's why the money earmarked for coverage of kids by First 5 L.A. and other county commissions is so important.

Chairman Reiner provided an update on Preschool for All, in Los Angeles:

• The planning process for First 5 LA's Universal Preschool Initiative is moving forward. The first meeting of the Planning Committee, led by Karen Hill-Scott and co-chaired by Nancy Daly Riordan and former Assemblyman Bob Hertzberg will be March 28.

- Chairman Reiner has been met with the new chair of First 5 LA, Supervisor Yvonne Braithewait Burke, to help ensure that the initiatives are moving forward strategically.
- First 5 LA is hoping for some targeted early launches of Universal Preschool by the end of 2003.

Chairman Reiner provided a brief update on a new round of First 5 advertising that began on March 17:

- First 5 is re-running two parental education ads ("Codger" and "Whirlwind") from earlier rounds. A new anti-smoking ad ("Gift") are also running.
- Similar spots are running in Spanish, Korean, Vietnamese, Cantonese and Mandarin.
- As with past campaigns, the ads air on TV stations throughout the state through network and cable television.
- Complementing the TV ads, radio ads are running statewide, in urban, suburban and rural markets. Print ads are in papers serving rural communities.
- New ads about the importance of preschool will be launched soon, but the launch has been delayed because of the situation in the Middle East.

Chairman Reiner attended a meeting of the National Governor's Association in Washington, D.C. to present on early care and education. He reported that there is significant interest in the First 5 California Initiative (school readiness) and Preschool for All, and that clearly California is a model for the rest of the country.

Chairman Reiner reported on the status of the Statewide Conference and Preschool for All Summit– April 22-25, 2003:

- The annual First 5 Statewide Conference of County Commissions will be held on April 24-25 at the Hyatt Regency Orange County in Garden Grove. Chairman Reiner will be giving one of the keynote addresses. He stated that he is honored to be joined by many experts in the early care and education field, which include Dr. Frank Gilliam and Dr. Abigail Thorman, as well as a panel of true experts in the field -- parents.
 - The conference theme this year is "The Fabulous Fours: Learning from Four Years of Experience."
 - o Registration forms are due on April 1.
- This year's conference will be held in conjunction with a Preschool for All Statewide Summit on April 22-23 at the same location.
 - The purpose of the Preschool summit is to educate and inform stakeholders about:

- Models in action across the U.S. and in California.
- Plans of First 5 California, county commissions and the Packard Foundation.
- To attempt to reach a definition of Universal Preschool based on the California Master Plan for Education and the earlier work of former State Superintendent of Schools, Delaine Eastin, in 1998, as well as the best practices from other states.
- Best practices and implementation lessons from other states.
- "How to" advice and TA to build grassroots efforts while the statewide campaign builds momentum.
- O Several well-qualified presenters have been secured for the Summit, including Margaret Blood, who is the president of Strategies for Children in the State of Massachusetts, plus presenters from New York, New Jersey, Illinois, Georgia, and Florida all states that have experience with implementing Universal Preschool programs. Chairman Reiner stated that this would be a good opportunity to talk about how to expand the Commission's work and make the next investment in Preschool for All.

Discussion:

Commissioner Gutierrez asked how and where technical assistance around
Universal Preschool will be organized. Jane Henderson informed the
Commission that staff has contracted with American Institute of Research
(AIR) to develop an implementation plan. The first piece of that plan will be
described at the summit. The entire plan should be available in September.
Staff is also looking at partnering with the Packard Foundation to determine
what research needs to be done, as well as looking at the work that the Pew
Charitable Trusts is doing nationally.

Agenda Item 5 – Executive Director's Report

Jane Henderson provided a brief report as a follow-up to the February discussion of the Commission's making an additional \$60-75 million investment in new initiatives.

- Several options for new initiatives were presented at the February planning meeting that the State Commission could fund to fill gaps and move the First 5 agenda forward.
- The concepts of universal health insurance for the 0-5 population and universal preschool, together with some school readiness enhancements are being considered.
- These initiatives would be funded with \$60 million over three years in onetime investments – dollars that come from accrued interest in the State Commission's trust fund – and possibly also from unexpended funds in the State Commission's Administrative Account.

• The Commission stated its preliminary preference for using a portion of that money to incentivize county commissions to fund Preschool for All, while also taking advantage of opportunities to support Universal Health Care. The Commission requested information from staff that addresses issues of timing and reach (i.e., are county commissions ready and how far can the money go?) for each of the options.

• Universal Health Insurance for 0-5

- O Staff is checking statistics on insured/uninsured children 0-5 across counties to assess possible scope of project.
- O Staff is looking into counties' intent/readiness to fund this.

Preschool for All:

- The Commission's contractor, AIR, is developing a 'planning guide' (which includes a research base for 'making the case,' county commission information on the status of Universal Preschool; available resources and how to build on them; cost models; quality standards and assessment methodologies; governance, professional development, and finance).
- The Preschool for All Statewide Summit (April 22-23) will provide additional information and recommendations based on progress of other states and California.
- Assembly Bill 56 (Steinberg, Liu, Chan) was introduced in December to implement selected recommendations – including universal preschool – of the School Readiness Working Group of the Master Plan for Education. The Commission is working on the cost parameters associated with universal preschool.

• Overall Direction:

- Connect 'School Readiness enhancements' into either Preschool for All or Universal Health Insurance – or both.
- Provide incentives to County Commissions to further leverage funds for local School Readiness Programs and expand services for children regardless of immigration status.
- o Consider impact and timing issues in recommendation to fund either/both new initiatives.

Dr. Henderson provided information relative to Quality Enhancements for the School Readiness Programs.

- Continued strong support for 'quality' in School Readiness Programs
- Promote a more coordinated approach for current and future quality enhancements;

- Collaborate with county commissions and partners;
- Move to guidelines/criteria based on research and promising practices (part of initial design of School Readiness Initiative)

Dr. Henderson also provided the status of projects not recommended for continuation.

- During the February planning meeting, staff recommended that the Commission not continue the current configuration of services via Early Steps to Reading Success and the Accreditation project. Clearly, early literacy and site accreditation are valuable early care and education quality strategies, so the Commission is working with its partners on transitioning these valuable projects.
 - o Early Steps to Reading Success (contract ends 6/30 with no-cost extension planned to 10/31/03)
 - Meetings were held on February 25 and March 13 with representatives from UC Office of the President, CAEYC, CRLP.
 - Explored transition plans to continue early literacy work with county commissions; the Commission expects to have the plan in about six weeks.
 - Discussed how best to use existing contracts for evaluation and to provide information on 'early literacy' professional development for county commissions and School Readiness Programs.
 - Agreed that a decentralized delivery system could further build local capacity using 600 facilitators trained in Early Steps to Reading Success (Heads Up Reading/CAEYC and California Reading and Literacy Project/regional directors)
 - o Accreditation (contract ends 12/03)
 - A preliminary discussion regarding transition plans to continue support for accreditation for 'early learning' programs (centers and homes) has taken place.
- The Commission is working toward quality standards/guidelines through:
 - O Research-based resources (e.g., 'Building School Readiness Through Home Visitation' – D. Gomby, and 'Equal from the Start' – French American Foundation). First 5 commissioned the Home Visitation report, which looks at outcomes. It has been sent to all county commissions and is available on the Commission's website: www.ccfc.ca.gov.
 - o School Readiness Technical Assistance UCLA
 - o Continuous improvement based on School Readiness Evaluation SRI

 Work with projects/contractors (e.g., Matching Funds for Retention, Disabilities/Special Needs – Sonoma State)

Dr. Henderson provided an update on Matching Funds for Retention Incentives.

- Funding this pilot project is a major investment of state and local funds. It is designed to study the effectiveness of various retention/compensation options.
- Continuation of initiative funding is contingent on research findings of incentive effects on retention and professional development rates and the availability of Commission funds for this purpose.
- Commission staff is working closely with Commissioner Gutierrez on issuing a new Request For Funds (RFF) for years 4 and 5 and plans to release it as soon as possible.
- Staff is holding ongoing meetings with County Commission executive directors, program staff, and stakeholders from the field to discuss changes to the program.
- The RFF will contain standards and agreed upon program modifications based on State Commission priorities, preliminary evaluation results, county progress reports, and information from stakeholders in the field.
- The intent is to bring this project into the Commission's School Readiness Initiative. The Commission is exploring using a state match to fund the project.
- Utilizing the State Commission portion of program funds, the RFF will place a new emphasis on serving high priority (API 1-5) school communities and communities with a low supply of licensed child care by broadening/modifying the initiative in the following areas:
 - More effective, innovative and intensive outreach that is especially targeted to reach caregivers in School Readiness communities, and areas with a low supply of licensed care, including family child care providers.
 - Allowing an optional entry level component for the target populations to provide initial training, supports, and incentives to entry-level staff and family child care providers who do not meet the minimum eligibility requirements in order to help qualify them for future participation in the School Readiness program and move along a career path;
 - Stronger emphasis on program support services (such as professional growth advancement) and accessible training and professional development opportunities;
 - Stronger emphasis and standards around placing and supporting participants on career paths leading to further education, professional growth, and advancement on the Child Development Permit Matrix;
 and

 Stronger emphasis on collaboration with other local agencies such as CBOs, community colleges and other training entities to discuss outcomes, barriers, and strategies to make programs effective and create a more integrated ECE infrastructure.

Dr. Henderson indicated that discussions are ongoing and the issue is moving forward.

Dr. Henderson also reported on the Child Development Permit Stipends:

- Similar to the Matching Funds for Retention Incentives, the Child Development Permit Stipend Project will give priority to those working in School Readiness communities. An analysis of the current project reveals that, already, 43% of the applicants are from School Readiness communities.
- Of the seven child care provider levels reviewed (including administrators), six earn about \$12 per hour.

School Readiness Initiative Update

Dr. Henderson reported on the following related to the School Readiness Program:

- School Readiness Program Application Dates
 - o June 15, 2003 (Last application date for School Readiness Programs)
 - o On 3/18/03 sent out notification to County Commissions to add:
 - May 7, 2003
 - o Extension Dates and Procedures:
 - September 8, 2003
 - October 20, 2003
- School Readiness Program Applications
 - March 14 received five School Readiness Program applications from 'new 13' County Commissions
- School Readiness Programs in Operation
 - As of March 2003, First 5 has approximately 115 School Readiness Programs in operation and/or in the application process representing 45 County Commissions.
- Outreach and Information
 - Teleconferences (every two-three weeks with Commission staff program, fiscal, evaluation)
 - o New Resources: "Building School Readiness through Home Visitation" by Deanna Gomby, Ph.D.

Status of Migrant Farm Worker Families Project

- Dr. Henderson reported that she met with representatives from CDE to discuss project ideas and to discuss resources available through the Migrant Education Child Care and Migrant Education Even Start programs.
- She and Commissioner Vismara will be meeting next week with UFW and others in the Central Valley.
- A conference call will be scheduled shortly with the County Commission executive directors that are on the Migrant working group.
- This issue will be brought back to the Commission in July for action.

Update on Production/Delivery of Kit for New Parents

- On March 11, First 5 staff met with the Commission's contractor for the Kit for New Parents to discuss a corrective action plan to eliminate the current Kit delivery delays.
 - o Contractor is now currently fully stocked with Kit components.
 - o Increased subcontractor's direct involvement with all levels of the Kit fulfillment to streamline the process.
 - o Office of State Publishing has redirected more staff to this project.
 - o Plan to move rapidly to assemble Kits and deliver the back log of orders.
 - o Projected date to eliminate backlog is April 28. (Note: the backlog was eliminated as project).
 - Commission staff recently communicated with County Commission Kit Coordinators to review existing orders to ensure they can accept all the Kits ordered over the past several months in a compressed delivery timeframe.
 - o Corrective action plan designed to accommodate media campaign scheduled for March.

Discussion:

New Initiatives

• Chairman Reiner asked about the timetable for determining the allocation. Jane Henderson informed the Commission that staff would like that to be determined at the July meeting. Chairman Reiner suggested that this issue be discussed today given the revised Commission meeting schedule and his desire to move forward. Commissioner Belshé directed staff to think through options and consider methods of informing the Commission on this issue prior to the July meeting so that the Commission may put this issue to a vote at that meeting. Chairman Reiner suggested looking at leveraging strategies with county funds to find up to \$100 million to match 1.4 or 1.5 with county commission investments. Commissioner Vismara asked that staff first present

- a plan to the Commission on Universal Preschool. Commissioner Vismara noted that there may be legislation in the pipeline mandating that all employers provide healthcare for individuals and families.
- Commissioner Walker-Duff asked how health is addressed in the Universal Preschool initiative. Jane Henderson informed the Commissioner that it is primarily handled through the School Readiness Initiative, which is also linked to one of the strategies Los Angeles County is using, that is, initially, preschool be offered as a roll out strategy in conjunction with those school readiness communities. This effectively links provision of healthcare through the school readiness initiative.
- Commissioner Vismara noted that a crucial component of a successful Universal Preschool program is an adequately trained workforce. The Employment Development Department (EDD) has access to considerable federal funding that could be used, potentially, for career ladders.
- Jane Henderson informed the Commission that there will be a session on professional development at the Preschool for All summit.
- Commissioner Belshé directed staff to work with counsel to determine options with respect to engaging at least two Commissioners in a discussion of this issue.
- Commissioner Belshé stated that the Commission last month expressed the view that health care and universal preschool were equal in priority. With universal preschool, there are issues of timing and reaching (readiness of county commissions) that universal health care doesn't have. It would be helpful to hear from counties on this issue. Commissioner Belshé suggested setting aside some of the available resources to further incentivize the good work the counties are already doing in health care. The bulk of the resources over a 3-5 year period could ultimately go toward universal preschool.
- Commissioners expressed their desire to more fully discuss the potential new initiatives (Preschool for All, universal health care, and School Readiness enhancements) before taking action in July. It was determined that another discussion should take place at a June meeting.

Agenda Item 6 – California Children and Families Association Report

Mark Friedman, President of the California Children and Families Association (CCAFA) and Executive Director of the Alameda County Commission, reported on the following:

• CCAFA has completed two full-day planning sessions on its three-year strategic plan, which will include both internal and external goals, including, but not limited to, goals related to financial stability, advocacy, and achieving recognition for making early investments in children's lives.

- Mr. Friedman emphasized the need to partner with the State Commission on two goals in particular: implementing a strong advocacy agenda and achieving public recognition that an investment in the early years works.
 - o Mr. Friedman stated that the CCAFA is issuing position papers, developing a cost-benefit analysis of investments to measure performance, and developing a score card to rate state and federal legislators on children's (0-5) issues.
- CCAFA's executive committee views both the universal preschool and universal health care efforts as equally important critical programs that should be implemented rapidly.
 - o CCAFA set up two subcommittees to focus on these efforts. The universal preschool subcommittee will be co-chaired by Evelyn Martinez and Kris Perry. The universal health care subcommittee will be co-chaired by Ann Molgaard and Mike Ruane. The goal is to build on the work already done and integrate the goals into county commission strategic plans.
 - O Mr. Friedman reported that counties differ in their ability to respond quickly to one initiative versus the other. He acknowledged that universal health care would be easier for counties to achieve, with more infrastructure in place and more short-term success possible, but suggested it was necessary to start immediately to build capacity for universal preschool over the long term.
 - He expressed support for state matching funds and for the creation of templates for universal preschool and universal health care. He indicated that counties understand the elements of these programs and could show rapid results.
 - o Mr. Friedman committed county support to crafting the plans and bringing them back to the Commission's next scheduled meeting (tentatively set for June).

Discussion:

- Chairman Reiner stated that the Commission needs an idea of what can be expected from a State Commission commitment to counties realistically of matching funds, i.e., will, as an example, \$100 million split between universal preschool and universal health care in matching grants of 4 to 1 result in universal health care and universal preschool in the majority of counties?
- Mr. Friedman stated that almost all counties are participating in the child care workforce incentive retention program which is essential to universal preschool.
- Commissioner Belshé asked how many counties have implemented some sort of universal health care program. Sherry Novick informed the Commission that 4 counties have something like that as an initiative, but many more counties have pieces of the program in place.

- Karen Blinstrub, Santa Clara County, stated that her county is currently one of four counties funding 0-18 years old, but that due to severely reduced funding from partners Santa Clara County will soon be unable to provide for the 6-18 year age range.
- Commissioner Vismara stressed the importance of an agenda that builds on existing resources and that translates passion into efficacy and into dollars.
- Commissioner Gutierrez commended the Association on its research surrounding cost effectiveness. Mark Friedman informed the Commission that its research agenda is a 3-year plan. Commissioner Gutierrez suggested that some Commission research funds may be available to help pay for that research. Jane Henderson cautioned against duplication of existing research, as this is currently under development as a part of the evaluation contract with SRI, International.
- Commissioner Walker-Duff expressed her support for the cost benefit analysis and requested consideration of a financial impact analysis.

Chairman Reiner thanked Sal Castillo, former Executive Director, Monterey County Children & Families Commission, for his work with the Monterey County Commission.

Agenda Item 7 – Kit for New Parents

- Emily Nahat presented this agenda item.
 - o The Commission had authorized in January the release of an RFP to manage the Kit for New Parents project for the next three years. Approval was now being requests to fund production of the Kit for New Parents for an approximately three-year supply of the Kit. The contractor(s) will print, procure and fulfill components of the Kit.
 - This will cover production of the existing Kit for one year in English and Spanish; production of the Kit in Korean, Chinese, and Vietnamese, beginning in year 2; and modifications of the Kit to be made in years 2 and 3.

Action by the Commission: The Commission approved funding in an amount of up to \$30 million total for three years for the Kit for New Parents Project.

Discussion:

- Chairman Reiner informed the Commission that the I am Your Child Foundation plans to develop a child care/preschool video rather than just focusing on the child care aspect. He suggested the Commission consider something similar.
- Commissioner Belshé asked for information on the process of this proposal if the Commission continued with its monthly meetings. Emily Nahat informed the Commission that the process would have included an RFP release, proposal review, proposal selection for tentative award and a presentation

before the Commission to ask for the proposed amount. Commissioner Belshé expressed concern about revealing the funding ceiling in that it may drive bids up to that amount. Emily Nahat informed the Commission that it does not have to spend the entire \$30M and that cost is a major criterion in the bidding process. Commissioner Belshé asked for rationale on separating out the fiscal piece of this decision. Emily Nahat informed the Commission that it was to inform bidders that there is a limit on funds available to meet the proposal objectives.

- Commissioner Gutierrez asked how the kit is currently being used in school readiness centers. Emily Nahat informed the Commission that parents are the current target recipients.
- Commissioner Vismara asked about prior concerns about the disparate costs between dubbing and reproducing tapes (related to Kit production in other languages). Nicole Kasabian informed the Commission that this issue has not yet been investigated.
- Commissioner Gutierrez recommended further harnessing of the kit as a public relations tool. It was noted that supply and demand of the kit has already been a problem and may be exacerbated by increased exposure.

Public Comment:

 Barbara Rosen, March of Dimes, reported that the I am Your Child organization has completed a video that targets parents that engage in high risk activities that may endanger their unborn children. The video is available in English and in Spanish. Ms. Rosen suggested the video be included in the kit. The Commission agreed that staff should consider methods of distribution of the video.

Agenda Item 8 – First 5 California Special Needs Project

- The Commission approved \$20 million total over 5 years for the First 5 California Special Needs Project that addresses its Focus Area on Children with Disabilities and Other Special Needs and Mental Health.
- Emily Nahat reported that the combination of these two focus areas was considered with significant input and discussion. It was determined that merging the two focus areas would be beneficial to maximize early identification of conditions that are often overlooked or difficult to diagnose, improve connections to services for children with existing disabilities, and provide services to children in need of supports but who have no current diagnosis or eligibility for an existing categorical program. While the field has many resources in dedicated and knowledgeable service providers and family members and funding provided through the Individuals with Disabilities Education Act (IDEA), there still is developmental work to

accomplish in better meeting the needs of young children with disabilities and other special needs. The proposed project would be a unique contribution in this arena. Building on the School Readiness Initiative, this project will test a reconfigured service delivery approach that provides families' access to a spectrum and continuum of services appropriate to their child's individual special needs. Screening strategies will be developed and provided to all children and families within the boundaries of selected School Readiness Initiative sites. Other services offered will reflect a range of intensities, from those that promote emotional health to early intervention to treatment strategies. These services will include interventions for young children in the areas of education, health, mental health and social services. The project will provide consultation, education, and training for interdisciplinary teams of parents; early childhood educators; health, mental health and social services providers; and others who work directly with children and families.

- Target Population: The target population for the First 5 California Special Needs Project is children birth to five years of age who live in communities targeted by the School Readiness Initiative and are: 1) protected by the Americans with Disabilities Act (ADA); or 2) have or are at risk for a chronic physical, developmental, behavioral, or emotional condition and who also require developmental, health, mental health, and related services and/or supports of a type or amount beyond that required generally. This includes children who do not necessarily qualify for services under the regional center system and children who exhibit social or emotional behaviors that often result in their being labeled as "problem" rather than in their receiving needed help. Families whose children are eligible for the Individuals with Disabilities Education Act (IDEA) will benefit from early identification, IDEA-mandated services, and First 5 California supplemental and community-wide services offered at selected project sites. Families whose children are not eligible for IDEA but who require services, especially for social/emotional and behavioral issues, may receive services initially funded largely by First 5 California.
- Project Components: The proposed First 5 California Special Needs Project components include:
 - Local Demonstration Sites at selected School Readiness Initiative Programs Funding: Up to \$10 million total over 4 years (plus matching funds of at least equal value)
 - Statewide Project Coordination and Training Funding: up to \$5 million total over 5 years
 - o Program Evaluation Funding: Up to \$1.5 million total over 5 years
 - Infant, Preschool, and Family Mental Health Initiative (IPFMHI)
 Funding: \$3.5 million over approximately 2 years

- Expected Project Outcomes: The First 5 California Special Needs Project will focus on four major emphasis areas to achieve specific project outcomes at the demonstration sites.
 - 1. Universal access to screening for early identification/diagnosis and referrals for physical and developmental issues (including social/emotional/behavioral).
 - 2. Improved access to and utilization of screening, assessment, services and supports through coordination and reallocation of existing resources and building of new resources.
 - 3. Inclusion of young children with disabilities and other special needs in appropriate typical child care and development and other community settings with provision of necessary supports to help the child succeed in that environment.
 - 4. Evaluation to identify effective service delivery and training practices to better meet the needs of children with special needs, including social/emotional/behavioral issues.

Discussion:

- Commissioner Gutierrez asked how working with community colleges related to sustainability. Emily Nahat informed the Commission that if capacity is built into existing community entities it will be embedded in that community and the Commission will not have to pay for each trainer every single time.
 Commissioner Gutierrez asked if community colleges would be specified in the RFF? Emily Nahat informed the Commission that one of the interests is to develop a special emphasis for the child development permit. It would be community college courses or those that would be unit bearing.
- Chairman Reiner asked for information on the structure of matching funds. Emily Nahat informed the Commission that the demonstration site component would be a one-to-one match. There is no matching for the other components.
- Commissioner Vismara congratulated all of those involved with this project. He stressed that the real goal of the project is to develop models, best practices and strategies that can be infused throughout the state. He directed staff to continue to modify and refine the implementation component and stressed the importance of gathering information on effective best practices from the IPFMMI local programs and then integrating that into the strategies of the demonstration sites. Commissioner Vismara stated that the goals and outlines should be realistic and consistent with funding.
- Ex-Officio Commissioner Chough asked what types of sites are being developed. Emily Nahat informed the Commission that they are enhanced School Readiness initiative programs. Ms. Chough spoke in support of the universal screening assessment tools, acknowledging that there would have to be some customization to particular communities, and suggested there be a core set of screening assessment questions.

- Commissioner Gutierrez recognized this project as an opportunity to investigate how much money is saved by early screening.
- Commissioner Walker-Duff stressed the importance of parent participation and access for people with language and income barriers.

Public Comment:

- Don Feretti, Placer County, asked if the services and networking the Commission is expecting around special needs are limited to that particular school district. Mr. Feretti noted that parents are the strongest advocates for this type of program. Commissioner Vismara reiterated the position that the main thrust of this project is to develop models, best practices and strategies that can then be implemented at a broad systems level. Mr. Feretti stated that counties should be allowed to expand these sites if possible. Commissioner Vismara informed Mr. Feretti that there will be further opportunities for him to provide input to the Commission on this matter. On a separate topic, Mr. Feretti stated that the Relationship Support project is a mental health collaborative. Mr. Feretti cautioned against restricting access to services with excessive eligibility criteria. Jane Henderson stated that the Commission wants to be able to target its resources without limiting access to services. The eventual goal is to grow the program statewide. Commissioner Gutierrez stated that there are financial limits on what the Commission can do. Further discussion followed between Mr. Feretti and the Commission regarding the approach to providing these services. Counties are free to go beyond what the Commission has done with a particular project.
- Donita Stromgren, California Child Care Resource and Referral Network, spoke in support of this proposal. Ms. Stromgren expressed concern over the training being provided only through community colleges and unit bearing classes. Ms. Stromgren believes that will limit the number of providers by excluding those that will never attend a community college or take a unit bearing class.
- Commissioner Vismara stated his understanding to be that today's agenda item is to approve the allocation of funds for the project as a whole and the allocation specifics would be included in the RFP.
- Emily Nahat informed the Commission that the community college is one proposed mode of training, but that it is not the only mode. Demonstration sites will fund other local training.
- After further discussion it was agreed that these funds would be allocated for this project and that staff will come back before the Commission in June with a more developed plan on allocation specifics regarding the \$1 million workforce development element of the \$5 million statewide project coordination and training component. (Note: this issue will be addressed in the Executive Director's report in June and will be on the Commission agenda in a future meeting).

- Gloria Laver spoke briefly in support of this proposal.
- Wendy Rowan, Humboldt County Children & Families Commission, spoke in support of this project. In particular, Ms. Rowan advocated the training of home visitors in infant and toddler mental health promotion and early intervention. Humboldt County has begun specialized training with public health nurses and child protective services workers on assessment of caregiver infant attachment. A great deal has already been learned from that experience. Multi-agency collaborative work continues to grow. Humboldt's Early Start team benefits from regular consultation and training from the infant mental health clinician whose office is located at the Head Start facility. Ms. Rowan stressed the importance of connections with child care health linkages and the local retention incentive program. Staff from Hoopa's tribal Early Head Start and the tribal medical clinic have been regular participants in Humboldt's infant preschool family mental health training. Humboldt's multi-agency training collaborative provided training in the use of "ages and stages" questionnaires.
- Commissioner Vismara asked Wendy Rowan if Humboldt could sustain this program for two years. Ms. Rowan stated that Humboldt County will find a way through collaboration to sustain this program.
- Karen Blinstrub, Santa Clara County Children & Families Commission, spoke favorably of the committee that worked on this project. In Santa Clara County the community colleges come to the family day care providers. Ms. Blinstrub urged further consideration of training development within the community college system. Ms. Blinstrub, who is also a member of the California Children & Families Commission Advisory Committee on Diversity, commented that the plan was strengthened by the diversity of the committee and the input of parents.
- Mark Friedman, Alameda County Children & Families Commission, spoke on the infant preschool and family mental health initiative. Alameda County has been a demonstration site. The demonstration project has allowed Alameda County a new way of looking at mental health services. Traditionally, most providers have focused on severely disturbed older children and adults. Feedback in the county suggests that people would like to see more of the resources go directly into demonstration sites for direct services as opposed to statewide coordination and training.
- Chairman Reiner inquired about sustainability in Alameda County. Mr. Friedman informed the Commission that Alameda has been very aggressive in fiscal leveraging and has been looking closely at EPSDT as a source of funds. Alameda has reoriented its community grants program to what it is calling partnership grants in school readiness and mental health. This program brings together mental health providers, both community based and public, to look at working together on implementation of these programs for long range systems change and greater sustainable resources.

- Commissioner Walker-Duff asked if IDEA has been looked at in relation to sustainability and legislation. Joe Munso informed the Commission that staff has not been involved in federal legislation to this point.
- Linda Blong, Sonoma State University, congratulated the Commission on its work in this area and urged support of this proposal. Ms. Blong encouraged enthusiasm and caution in proceeding with the development of a standardized screening tool.

Action by Commission: The motion to approve the above item passed unanimously.

Agenda Item 9 – Legislative Review Criteria

- Patti Huston presented this item, which continued the discussion from January of revising the legislation criteria for staff's review, tracking and advocacy for priority bills.
- The 1st priority will be bills that have an impact on the school readiness goals in the Master Plan, support anti-tobacco efforts, affect Prop 10 revenues, and further the goals of the Principles on Equity. The 2nd priority will be bills that further the goals of the five focus areas and impact the Commission's strategic plan goals.
- The revised criteria will assist the Commission in setting legislative priorities, target advocacy efforts and move its goals forward, ensure consistency with the Commission's mission and goals, and reduce the number of bills currently monitored to promote a manageable number of highest priority bills for active engagement.

Discussion:

- Chairman Reiner asked how, with fewer meetings, the Commission would respond to legislation on which the Commission may want to take a position. Jane Henderson informed the Commission that if the criteria are adopted the Commission could delegate authority to her to apply the adopted criteria and approve positions.
- Commissioner Vismara asked if access to healthcare is captured in the first priority. Patti Huston stated that it was captured in the second priority.

Action by the Commission: The Commission unanimously voted to adopt the refined legislative review criteria for reviewing and determining Commission positions on legislative and budget issues.

Action by the Commission: Anticipating fewer Commission meetings this legislative session, and because decisions about bills may have to be made between meetings, the Commission also delegated authority to the Executive Director to approve positions on bills, consistent with the legislative review criteria and, when appropriate, in consultation with the Advocacy Subcommittee (Chairman Reiner and Vice Chair Kim Belshé).

Agenda Item 10 – Legislative Items

The Commission took formal positions on the following bills:

- AB 56 (Steinberg, Liu, Chan and co-authors) School Readiness Omnibus Bill Master Plan for Education: SPONSOR
- AB 242 (Liu), AB 1550 (Goldberg), and SB (Vasconcellos) Master Plan for Education Bills that will be amended to implement some School Readiness recommendations: **SUPPORT WITH AMENDMENTS**
 - Commissioner Vismara asked if these bills address the need for capacity building and would the Commission be able to ensure that the equity principles are properly implemented. Staff responded in the affirmative.
- AB 51 (Simitian) Land Use: Child Care Facilities: **SUPPORT**
 - Commissioner Belshé asked how the bill had been amended to be responsive to the Governor's veto message. Staff informed the Commission that the bill does not contain the state funding mandate and that locals have the authority to pursue their own funding.
- AB 71 (Horton) Cigarette and Tobacco Tax Licensing Act of 2003: WATCH
 - Commissioner Belshé asked what does the Department of Health Services mean when they say it needs more of a public health component. Staff informed the Commission that DHS wants the bill strengthened to further protect public health.
 - O Chairman Reiner asked about the likelihood of the Commission being asked to fund the administrative costs. Staff informed the Commission that the proposed licensing fees and revenue from the increased tobacco tax proposed by the Governor this year be sufficient to cover administrative costs of the program.
- AB 810 (Runner) Age of Kindergarten Admission: **OPPOSE**
- AB 946 (Frommer) Extension of Sunset Date of Healthy Families Program:
 SUPPORT
 - o Commissioner Belshé stated that the Commission would take an even stronger position of support if the bill made Healthy Families permanent.

- AB 1327 (Wyland) Changes to Paid Family and Medical Leave Insurance: **OPPOSE**
 - o Commissioner Belshé abstained from voting.
- SB 14 (Escutia) Early Childhood Education Facilities: **SUPPORT**
 - o Commissioner Belshé asked about the status of the bond measure. Staff informed the Commission that this bill would authorize the bond.
- SB 727 (Kuehl) Paid Family and Medical Leave Insurance: **SUPPORT**

The Commission discussed the following bills without taking an official position:

- AB 367 (Koretz) Postpartum Mood and Anxiety Disorder Information Program
 - O Commissioners indicated their reluctance to support a bill that effectively mandates that another department perform very costly work at a time when the Department of Health Services is dealing with severe budget reductions. Rather, the Commission could possibly engage consistent with its resources.
 - O Chairman Reiner indicated this bill is worthy of ongoing conversation regarding the Kit for New Parents. Staff informed the Commission that the author suggested that the Commission consider adding information on post partum depression to the Kit. Chairman Reiner would want to know the specific impact to Proposition 10 funds/resources.
 - O Commissioner Vismara stated that the Department of Managed Care should be involved. Commissioner Vismara supports the importance of the bill, but stated that more information planning is required before a position of support is taken. He added that the Research Committee discussed this issue as well.
- AB 636 (Frommer) Services for Children with Autism
- SB 665 (Perata) Medical Providers: Brain Development
 - O Commissioner Belshé recommended that the Commission not take a position on the bill until after a conversation with the Senator on where the Kit for New Parents falls short in this area. (The Kit does contain information about early brain development but it was thought that perhaps the information could be bolstered to assist in meeting Senator Perata's goals in his bill).

The Commission was updated on a Commission-sponsored bill, AB 179 (Chan). This bill would make technical, non-substantive changes to the California Children and Families Act.

Agenda Item 11 – Closed Session

 This agenda item, which was scheduled to address personnel issues, was cancelled.

Agenda Item 12 – Meeting Calendar for 2003 and 2004

• In response to the Governor's directive to state boards, commissions, and advisory bodies to limit their meetings to one annually in an effort to produce savings and contribute to the solutions to the budgetary shortfall, the Commission approved a revised meeting calendar for 2003 and a tentative meeting calendar for 2004. With the revised meeting schedules, the Commission will reduce its number of meetings from 10 per year to about four per year, scheduled at decision points that require Commission action on initiatives and other projects. The Commission will have the ability to schedule additional meetings if needed. As revised, the calendars for the remainder of 2003 and 2004 are as follows:

<u>2003</u> <u>2004</u>

June 19 in Burbank January 15 (possibly a planning retreat)

July 17 in Sacramento May 20 October 16 in Los Angeles July 15 October 21

• The tentative agenda for the June 19, 2003 meeting includes, but will not be limited to, discussions of new initiatives to fund universal preschool and universal health care, and the Commission's advocacy agenda.

Agenda Item 13 – Principles on Equity

- Emily Nahat presented a draft Implementation Plan framework for the Principles on Equity. Following is a summary of her presentation:
 - o What is the implementation plan?
 - A reflection of our ongoing commitment to the Principles on Equity
 - A guide towards operationalizing the Principles on Equity in all First 5 programs.
 - A conceptual listing that identifies the broad priority recommendations offered by the Advisory Committee.
 - A document that will become an integral component of and aligned with the priorities of the First 5 Strategic Plan after completion of a workplan (e.g. timeline, activities, tasks, how to measure progress)

- o Section I: Five Priority Recommendations
 - Advocate all County Commissions adopt the Principles on Equity and develop their own Implementation Plans
 - Offer training and technical assistance to First 5 programs to directly result in more culturally competent and inclusive programs
 - Support family leadership training
 - Focus studies on issues critical to reducing disparities
 - Build the Equity Principles into the design and funding criteria of new Fist 5 initiatives
- o Section II: First 5 Programs Incorporating the Equity Principles
 - Operational Areas:
 - Communication Public Awareness and Education
 - School Readiness Initiative
 - First 5 California Projects and Technical Assistance
 - Research and Evaluation
 - Public Policy
 - Components
 - Current and Ongoing Activities Incorporating the Equity Principles Highlights and Examples
 - Indicators of the Application of the Equity Principles
 - Possible Activities/Tasks to Further Integrate the Equity Principle -- Suggestions offered by the Advisory Committee on Diversity
- o Appendix B: Equity and Inclusion Technical Assistance/Support Tool
 - Assists organizations to assess both their strengths and weaknesses in providing culturally competent and inclusive programs and services.
 - Helps identify needed training, technical assistance and other resources
 - Use of this tool would be strongly encouraged and supported
- Next Steps
 - Disseminate for broader input from County Commission and others
 - Present workshop at State Conference
 - Create corresponding "operational workplan" with dates and timelines, then incorporate into First 5 California Strategic Plan
 - Approve at July 2003 Commission Meeting
 - Implement the plan (2003-2006)

Discussion:

 Overall, the Commissioners were in agreement with the general direction of the five priority recommendations. It was also acknowledged that the draft Plan contained an excellent summary of First 5 California's accomplishments to date in addressing the Principles on Equity. The Commission requested that the plan be modified to add more operational information (e.g., timeline, resources, implementation activities, expected outcomes) for the priority recommendations. These operational aspects of the Implementation Plan will be added as it becomes incorporated into the First 5 California Strategic Plan. The proposed implementation activities would be embedded into the work of ongoing or planned projects/initiatives wherever possible and appropriate; where there are gaps, additional resources could be considered. Since the Implementation Plan for the Principles on Equity will be incorporated into the overall Strategic Plan, it will be brought back to the State Commission in July 2003 for further consideration and approval.

- Commissioner Belshé asked Emily Nahat to describe the fiscal implications of some of the recommendations made in the implementation plan in the course of the development of the operating plan. Ms. Nahat requested direction on the five overarching recommendations.
- evolved to include a number of specific indicators that were reflective of the State and County Commission's involvement in areas of equity. He asked if it would be possible to continue expanding those benchmarks and indicators as part of the strategic planning process as well as to incorporate them as part of the annual report process. Joe Munso informed the Commission that there will be more indicators as the project develops. Commissioner Vismara asked if staff could share broad generalities or concepts with the Commission during the July meeting. Joe Munso stated that the Commission could expect that in the July meeting.
- Commission Gutierrez stated that this is not so much an implementation plan as much as it is a review of the progress the Commission has made. The Commission needs a sense of what the required resources would be, as well as the timeline and accountability. There is also a need to work with experts in the field of advocacy. The Commission has furthered the issue of equity more than any other body. This document now needs to be fine tuned to become an implementation plan to the point where it would fit into the Strategic Plan.
- Commissioner Belshé recommended that this document be taken as an important means of informing the Commission's priorities going forward.
- Chairman Reiner asked staff how this document could be transformed into a working plan. Jane Henderson clarified that this document was intended as a framework for an implementation plan. Staff wanted a sense of whether or not the five overarching recommendations made sense.
- It was agreed that the advocacy agenda be on the July Agenda. Chairman Reiner and Commissioner Belshé are ready to engage staff on this issue.
- Commissioner Gutierrez requested that she work with Jane Henderson on some of the advocacy issues related to diverse communities.

- Commissioner Vismara urged the inclusion of indicators and benchmarks in the implementation plan.
- The Commission will be asked to act on recommendations on how to use the strategic plan to begin to develop an advocacy agenda that includes meaningful technical assistance, measurable outcomes, benchmarks and research. Most of these will be in the operational plan. Commissioner Belshé summarized the Commission's expectations for the July meeting as: consider how to move forward with implementation of elements of the equity principles, not as stand alone ideas, but as incorporated into the Commission's priorities and strategic plan. Commissioner Gutierrez noted that that is further reaching than previously stated.

Agenda Item 14 – Presentation on Child Care Realignment

Jean Ross, Director of the California Budget Project, presented information about the Governor's proposal to realign several programs, including child care, that are currently administered at the state level to the county level. Details on the presentation were provided in the form of handouts to the Commission and audience.

Discussion:

- Ms. Ross informed the Commission that there have been many hearings in both Houses looking at different areas. Workgroups are beginning to meet.
- Chairman Reiner asked if there were specific funding allocations with respect to certain programs. Ms. Ross stated that there was no statutory language, but as proposed there would be a hold back to cover the 15% of Medi-Cal benefits costs that would be transferred to counties. Counties would say that they have very little discretion because there is no proposal to give them control over most of the eligibility standards.
- Commissioner Vismara asked if any of the Vehicle License Fee (VLF) would be allocated for any of these projects. Ms. Ross responded that there would not. If the VLF was re-implemented the counties would not be getting that money.
- After a brief discussion it was agreed that the 1991 realignment is not the cause of the Los Angeles County Health Crisis.
- Commissioner Belshé expressed appreciation for the point that the fundamental imperative needs to be the policy imperative. Commissioner Belshé also expressed appreciation for the acknowledgement that the current child care system is less than perfect, and thus, it merits looking at whether or not realignment might contribute to improvements in a system that is extraordinarily complicated. Commissioner Belshé asked Ms. Ross if she saw opportunities where realignment could contribute to better program outcomes. Ms. Ross stated that maintaining quality and eligibility standards at the state level while giving administrative flexibility at the local level could be beneficial.

- Commissioner Belshé stated that the Commission's vision is a broader statewide system, which reaches down to younger children. Ms. Ross suggested that this idea might be consistent with the idea of consolidating programs.
- Commissioner Walker-Duff stated that consolidation is different in each of the 58 counties. Ms. Ross stated that there are over 600 school districts that are charged with administering a universal K-12 system.
- Chairman Reiner asked what the Resource and Referral Network's position was on this issue. The Resource and Referral Network has been part of a larger partnership. Grace Kanoi spoke on behalf of that partnership, called "Parent Voices." The partnership is opposed to the Governor's proposal to realign child care and development. The partnership believes that it is better to have a statewide early care and educational system administered by the California Department of Education. The partnership believes that realignment would compromise quality child care and development and threaten school readiness. It would jeopardize minimum standards that the partnership's programs follow for child development centers, particularly regulated already by the California Department of Education's Title IV regulations. Local educational agencies have experience running early care and education programs. The realignment of childcare would undermine accountability by diminishing the state's role of providing oversight. Realignment would create unstable resources and funding for child care. When the programs are shifted to the local level they then compete with other health programs. Realignment of child care would increase the current administrative complexities.
- Commissioner Gutierrez asked how the child care community views the budget crisis. Ms. Kanoi stated that the partnership is looking in the areas of CalWORKs, reimbursement rates, administration and other alternatives to realignment.
- Commissioner Vismara asked if this was an issue that the County Commission
 Association was looking into. Sherry Novick informed the Commission that most
 county commissions are nervous about realignment because many of the
 programs build on top of the current system. It is also viewed as an easy hit on
 the local revenues. County commissions have expressed a desire to be involved if
 it does go forward.
- Donita Stromgren, of the Resource and Referral Network, echoed Grace Kanoi's comments regarding opposition to the realignment proposal. The partnership for opposition is continuing to grow.
- Chairman Reiner asked if the biggest fear was a reduction in funding or a lowering of standards with respect to services. Ms. Stromgren stated that both of those fears have been expressed.
- After a brief discussion it was acknowledged that the funds would be allocated to the counties, but the fear was that the money would not be allocated to child care programs.

- Jean Ross stated that it was important to underscore the fact that all of this was open to negotiation. There is no current proposed bill language.
- Jean Ross stated that half of the first \$7 billion in new taxes would go to an increase in Proposition 98 spending. The Governor's proposal would enact an \$8.2B tax increase outside of the general fund and use it to support \$8.2 billion in programs. If that money was put in the general fund there would have to be a \$3.5B reduction in the budget to make up for the additional funds that would go to Proposition 98.
- Commissioner Gutierrez stated that the Commission received a letter of opposition from the California Latino Child Care Development Association.
- Linda Luminbaum, Alameda County CFC, urged the Commission to take a position of opposition to the Governor's realignment proposal. Ms. Luminbaum stated the First 5 Commission is being discussed as a logical place for some of the realignment burden to be shouldered.
- Linda Butterfield, Director of the Child Development Training Consortium, emphasized the need for urgency. The Governor's proposal is not feasible to be implemented by July 1st. Thousands of people in California received layoff notices by March 15th if they work in school based, state subsidized programs.
- Jane Henderson noted that the court has ruled in the past that when the budget has not been passed on time that the funds continue to flow to educational entities. That is true of childcare and development providers as well.
- Commission Walker-Duff stated that if there was a 20% cut, for example, then that would mean there would have to be a 40% cut in the last part of the year.
- Donita Stromgren noted that the issue is more serious this year because there were
 no dollars proposed in the Governor's budget in the child development division.
 The partnership has been working actively with the legislative leadership and the
 department of finance. A letter was recently released from the Department of
 Finance giving the Department of Education authority to move forward with
 contracts for next year.
- Erendira Able, Director of Policy and Development for the Chicano Federation of San Diego County, spoke on behalf of the California Latino Child Care Development (CLCD) Association. The CLCD Association supports the position taken by the Partnership for Early Care and Education. If the realignment should occur funding and services for underserved and non-served communities will be lost. Potentially there will be an impact on 3,372,825 Latino children or 43.3% of the population in California of children ages 1-14yrs. In 1997 there was a report that indicated that ethnic and rural communities had disproportionate access to quality childcare services. As a result legislation was passed to address this issue. CLCDA was instrumental in the passage of that legislation. The bill mandated that new funding priorities be allocated to underserved and non-served populations throughout the State of California. Research showed that poor and Latino families in underserved and non-served areas of the state did not have access to quality child care services. The bill was supported by the California

Department of Education and State Legislators and was approved by the Governor's Office. As a result, a more equitable distribution of funds was set in motion and new services were made available to underserved communities. Realignment will compromise and regress this effort. There were some strategies implemented to address the mal-distribution of resources. One was the funding of 10 regional resource centers. They were funded to assist potential and existing service providers in underserved and poor areas to help build capacity by offering them training and technical assistance. The other was a new migrant alternative payment program to meet the rural migrant families' needs. This particular service had never been provided. Additional new family childcare networks were funded to meet the cultural and linguistic needs of Latino children. The CLCDA is concerned that a decentralized system will undermine the current school readiness efforts and the educational master plan that recognized the importance of a continuum of education from infancy to adolescence. It will further exasperate the declining achievement and performance indicators and high drop out rate of Latino children. The CLCDA hopes the Commission will take these issues into consideration as it deliberates this difficult issue.

- Virginia Cannon, Sacramento Parent Voices, spoke on behalf of parents in Sacramento. Parents are very surprised that the Governor would consider taking childcare out of the Department of Education. They think that education starts at birth and that child care providers help ensure that children are school ready.
 Parents are concerned that realignment would dismantle the health standards for California. Parents are concerned about having 58 different subsidy systems.
- Commissioner Walker-Duff recommended that this topic be placed on the June agenda for some type of action. Chair Reiner agreed that an item be put on the June agenda for action.
- Commissioner Gutierrez suggested the Commission staff publish a progress report of the accomplishments of the Commission in this area.

Agenda Item 15 – Adjournment

The meeting was adjourned at 3:15p.m.